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25 FEB 1975

MEMORANDUM FOR: Executive Secretary

SUBJECT : CIA Management Committee Pending Items

1. Reference is made to your note and informal listing of 19 February 1975, concerning items pending for discussion before the CIA Management Committee. I feel that the order of priority should be:

- a. MCA-89/D - Special Retirement Options
- b. MCA-116 - The Impact of Inflation on the Agency's R&D Program
- c. MCA-113 - Proposal for Study of Career Commitment
- d. MCA-112 - Studies in Intelligence to the Academic Community
- e. MCA-104/A - Wider Internal Use of Agency Histories
- f. MCA-119 - Internal Communications: Proposed Newsletter and Support Bulletin
- g. MCA-86/B - Year-end Report for Sixteen Point Program

2. With respect to the input from this Directorate on Agency Senior Secretaries (MCA-97), our Career Management Officer recently discussed a draft report with the Office Directors, some minor editorial changes are being made, and the report should be forwarded to you within about ten days.

STATINTL

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